

**Cumberland Fire District
Capital Expense Task Force
Minutes of the January 19, 2016 Meeting
January 26th, 2016, Monthly Commissioner's Meeting**

Date of Task Force Meeting: January 19, 2016

Objective: Produce a 5-year capital expense plan for the Cumberland Fire Department

Present: Edward LeBlanc, Chairman
Chief Ken Finlay
Captain Jim Bardsley

Not present: Mr. Frank Matta

Proceedings:

The Task Force followed the published agenda:

1. Introductions.
2. Review sample capital expense plans
3. Discuss plans for creating a Cumberland Fire District Capital Expense Plan
4. Assign action items among task force members
5. Set goals and a date for the next Task Force meeting.
6. Other capital expense topics for future discussion

Tasks were divided into two major categories:

1. Collect capital expense proposals: Chief Finlay and Captain Bardsley will lead this effort and report their progress at the next Task Force Meeting.
2. Research, categorize, and prioritize proposals: Ed LeBlanc and Frank Matta will lead this effort, with advice and input from Chief Finlay and Captain Bardsley.

The Task Force will make monthly reports to the Fire Committee.

Next Task Force meeting is scheduled for 7 p.m. Tuesday, February 16, 2016, at the Cumberland Public Library